



34B Conway Close

St Ann's
Nottingham
NG3 4FN

At Nottingham City Homes we want our residents to be assured that their community facilities are safe. We willingly accept our duty to comply with our statutory fire safety obligations, but we also aim to achieve higher safety standards wherever possible for the benefit of all our residents.

This Fire Risk Assessment is an annual check of 34B Conway Close over and above our routine checks – we want to make sure all our systems are in place and working as planned. We will check for anything we need to improve so we can put it right. By working in partnership with our residents, and by having effective systems in place we will keep all our homes safe places to live.

Contact us on 01159152222 if you have any concerns.

ASSESSMENT DETAILS	
Responsible Person	Nottingham City Homes
Use of Premises	Place of assembly
Date of Assessment	17/07/2020
Approximate date of Review	17/07/2022 (this may be brought forward following major works or a significant incident)
Assessment Type	Type 1 assessment
Fire Risk Assessor	Dominic Nwogu, Risk Management Advisor (Fire)





Non- corridor Independent Living Scheme Fire Risk Assessment

DESCRIPTION OF PREMISES	
Approximate date of construction	2018
General description of premises	<p>This is a community facility located on one level in a semi-detached bungalow that caters for the residents at Conway Road which is an independent living complex offering Independent Living properties to the residents all of which have separate entrances & exits. The building is an independent living scheme so the type of tenants that use the facility are generally people over the age of 55. Due to this being independent living, the tenants are mainly able-bodied. As this is an independent living scheme, an Independent Living Scheme Co-ordinator is allocated to the building and will visit the site regularly during office hours. This facility falls under the national guidance for 'small and medium places of assembly'. The building is constructed of brick and clad with cement render on the outer walls. The roof is pitched tiled; photovoltaic solar panels are installed on the roof. The internal walls are concrete and plasterboard, the ceiling is plasterboard and the floor is concrete part covered with carpet & vinyl. Access to the facility is via either the front entrance accessed via a fob or via the rear entrance accessed via a key. The front entrance leads to a common room in which is located an open plan kitchen. There are two directional means of escape from the facility leading to 2 fire exits doors both lead to ultimate safety</p>
Number of floors including ground floor	1
Number of floors below ground floor	0
Construction of external walls	Brick clad with cement render
Construction of roof	Pitched tiled
Construction of internal walls	Concrete & Plasterboard
Construction of internal floors	Concrete part covered with carpet & vinyl
Construction of internal ceiling	Plasterboard
Number of internal stairways	0
Construction of internal stairway(s)	N/A
Number of external stairways	0



Non- corridor Independent Living Scheme Fire Risk Assessment

DESCRIPTION OF PREMISES	
Construction of external stairway(s)	N/A
Number of lifts	0
Time the premises are in use	Residents - 24 hours a day Staff -Mon-Sun during office hours
Number of persons employed	2; staff are not based permanently on site.
Exit routes from the building	There are 2 exits
Total occupancy	The facility caters for up to 50 people.

RESIDENT, EXTERNAL PARTNER & STAFF INVOLVEMENT			
We invite comment from residents, NCH staff, ward councillors & the Nottinghamshire Fire & Rescue Service to take part in our risk assessments			
Have residents been consulted about the risk assessment for this community facility?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Have ward councillors been consulted about fire issues at this community facility?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Have NCH staff members been consulted about the risk assessment for this community facility?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Has the Nottinghamshire Fire & Rescue Service (NFRS) been consulted about fire issues at this community facility?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Concern raised by residents		NCH Response	
There were no concerns raised by the residents.		Residents were given the opportunity to tell us about any fire safety concerns they had; residents were contacted by phone prior to the assessment and face to face during the risk assessment and there were no concerns raised by residents.	
Concerns raised by ward councillors		NCH Response	
There were no concerns raised by the Ward Councillors.		NCH contacted the Ward Councillors and asked them if they had any fire safety concerns arising from their ward walks, or if they were aware of any fire safety issues that had been raised by residents.	
Concerns raised by NCH staff		NCH Response	
There were no concerns raised by the NCH staff.		NCH staff were asked if they were aware of any fire safety issues that had been raised by residents or by themselves.	
Concerns raised by the NFRS		NCH Response	
There were no concerns raised by the		NCH monitor all the fire safety concerns raised by	



Non- corridor Independent Living Scheme Fire Risk Assessment

protection, operational or persons at risk team of the Nottinghamshire Fire and Rescue Service	the fire service either during an operational concern, a walkabout or from enquiries raised by our residents directly with the fire service.
--	--

If there are any concerns raised previously or during the time of inspection that have not been dealt with, clarified or rectified, record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section and escalate to the appropriate team.

APPLICABLE LEGISLATION

Regulatory Reform (Fire Safety) Order 2005
 Department for Communities and Local Government (DCLG)
 NFCC Specialised Housing Guidance
 Approved documents Part B Vol 2
 Approved documents Part M
 Approved documents Part P
 The Housing Act 2004
 Furniture and Furnishing (Fire Safety) Regulations 1988 as amended.
 The Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)
 Control of Substances Hazardous to Health Regulations 2002 (COSHH)

STRUCTURAL INTEGRITY

At the time inspection, the structural integrity of the building was found to be in good condition with no apparent areas of defect.

COMPARTMENTATION

To ensure that there is compartmentation in the building, the walls & partitions separating each compartment in the facility will resist fire for at least 30 minutes, the openings in each compartment are fitted with a FD30 fire door and the wall separating the facility from the adjoining bungalow will resist fire for a minimum of one hour. The compartmentation in the building was found to be adequate with no apparent areas of defect.

ACTION PLAN & SIGNIFICANT FINDINGS

All issues identified by the fire risk assessment will be recorded in an Action Plan which details the priority given to each issue identified, the person responsible for dealing with the issue and the target date in which the issue should be completed by. Progress is monitored by the NCH Fire Safety Group which includes members of the Nottingham Fire & Rescue Service and NCH senior management staff member.

Issues identified that are significant such as a recurring deficiency or tenancy or management issue will be recorded in the 'significant findings' section of this assessment.

FIRE ACTION STRATEGY

The building is a small place of assembly and occupants are not expected to reside inside the community facility hence a simultaneous evacuation strategy is appropriate. In the event of a fire incident, everyone in the facility are asked to vacate the community facility, closing all doors and windows behind them if it is safe to do so and make their way to the assembly point located at the front of the building. Fire action notices are displayed by the exit routes



Non- corridor Independent Living Scheme Fire Risk Assessment

FIRE ACTION STRATEGY

to reiterate the simultaneous evacuation strategy.

ACCESS/EGRESS

There are 2 means of access and 2 means of egress. The main access is via a timber door at the front of the facility accessed electronically via a key fob. The other access is at the rear of the facility via a uPVC double patio door accessed manually via a key. Both doors also serve as the exit routes; both are accessed on exit without the use of a key however both doors open inwards not in the direction of escape and is ok because there are two separate exit routes and it is not expected that more than 60 people will use a one of the exits and any given time. It is also acceptable because the risk of fire spread is low due to the sprinkler system.

FIRE SAFETY SYSTEMS WITHIN THE PREMISES

Fire warning system

Smoke detection is installed in the common room and a heat detector is installed in the kitchenette both to BS55839:6:2013. A Tunstall smoke detector is installed in the ceiling in the common room, and is interfaced with the telecare alarm system, on activation, Nottingham -on-Call; the care alarm monitoring station, will contact the fire service.

Is the fire warning system in the building sufficient and adequate?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
--	--	--------------------------------

If you have answered NO decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section

Fire safety signs and notices

Guidance plate	n/a	Building plan	n/a	Fire action notices	✓
Push Bar/Pad	n/a	Sprinkler	✓	Fire door signs	✓
Do not use lift	n/a	Dry/wet riser signage	n/a	Directional signage	n/a
Call Point Sign	n/a	Floor signage (lobby)	n/a	Mind the Step	n/a
Fire Exit Sign	✓	No Smoking Sign	✓	Other Signs	✓

All necessary fire safety signs were found to be in place except for a sprinkler sign that was not placed on the door to the sprinkler isolation room.

Is the fire signage in the building sufficient and adequate?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
---	--	--------------------------------

If you have answered NO decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section

Firefighting equipment

Fire extinguishers	✓	Dry/Wet riser	n/a	Hose Reels	n/a
Sprinkler system	✓	Suppression system	n/a	Fire Blanket	n/a

A sprinkler system is installed within the facility hence no other firefighting equipment is



Non- corridor Independent Living Scheme Fire Risk Assessment

Firefighting equipment		
required.		
Is the firefighting equipment in the building sufficient and adequate?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>If you have answered NO decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section</i>		

Emergency lighting		
Emergency lighting is installed within the building. This are installed to BS5266:2016 standard for a 3-hour durational period. The system is maintained periodically to BS5266:2016.		
Is the emergency lighting system in the building sufficient and adequate?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>If you have answered NO decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section</i>		

VENTILATION		
There are manual windows within the facility & the kitchenette that will help disperse smoke in the event of a fire incident.		
Is the smoke ventilation system in the building sufficient and adequate?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>If you have answered NO decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section</i>		

SERVICES		
The building is served by electricity. The electric meter and circuit breaker are located outside the building in a meter cupboard. An Electrical Installation Condition Report has been carried out in the building and was found to be satisfactory.		

FIRE DOORS		
<i>Fire-resisting door sets are required to be able to contain a fully developed fire, to facilitate escape of a building's occupants and allow firefighting, and to protect the contents and/or the structure from the effects of fire. The door set therefore must have resistance to fire, expressed in terms of time. To ensure the integrity of the Compartmentation in the building is not compromised, each compartment that opens into the escape route should be fitted with a fire door that can resist fire to a minimum of 30 minutes. A fully compliant fire door should be fitted with 3 hinges, an automatic door closing mechanism, intumescent strips & smoke seals. Where necessary, fire doors should also be fitted with fire door hold open device to ensure that users can navigate past the door with ease.</i>		



Non- corridor Independent Living Scheme Fire Risk Assessment

FIRE DOORS			
Is there any door in the community facility that should be fitted with a fire door that is not?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Is there any door in the community facility that is fitted with a non - compliant fire door?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Are there any fire doors that are damaged and their integrity could be compromised due to the damage?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Are there any fire doors that are not fully functional and as such their integrity could be compromised e.g. Door not closing correctly, not fitting into the frames	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
The doors that protect the sprinkler stop valve is solid timber FD30 fire door fitted with 3 hinges on a solid timber frame. At the time of inspection, the door was fully functional with no apparent areas of defect.			
<i>If you have answered YES to any of the questions record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section and decide what measures are necessary to reduce or eliminate the fire risk</i>			

FIRE HAZARDS			
Sources of Ignition	Hazard Description	Controls	OK
Mobility scooters	Mobility scooters can catch fire while charging or due to a battery fault or short circuit – they can burn rapidly and create significant toxic smoke.	NCH does not permit the storage or charging of mobility scooters in common areas. At the time of inspection, there was no mobility scooter parked in the community facility.	<input checked="" type="checkbox"/>
Electric distribution/ switch cupboard	An electric cupboard is located in the community facility in which is located the PV array AC isolator switch, the sprinkler stop valve and the consumer unit and contains electrical circuits that can cause fire in fault conditions. Smoke and fire spread can occur if compartmentation is breached.	An Electrical Installation Condition Report has been carried out in the building and was found to be satisfactory. Contractors (external & internal) have been informed to fill any holes or openings made as a result of the works they are doing with adequate fire stopping. The cupboard is fitted with a compliant fire door.	<input checked="" type="checkbox"/>
Communal electric sockets	They could cause ignition if used with faulty electrical equipment. They can be used by residents if accessible. They are sited in the communal area and are not protected.	The Independent Living Co-ordinator visits the site daily and will remove any unauthorised equipment plugged in the communal sockets. Only the electrical appliances that are either brand new or PAT tested annually	<input checked="" type="checkbox"/>



Non- corridor Independent Living Scheme Fire Risk Assessment

FIRE HAZARDS			
Sources of Ignition	Hazard Description	Controls	OK
		are allowed to be plugged in the communal sockets.	
Electrical equipment's/ Kitchen appliances	Various electrical appliances are located inside the common room, kitchen and the laundry room and may cause fire under fault conditions.	. An Electrical Installation Condition Report has been carried out in the building and was found to be satisfactory. There was no equipment with scorch marks on them or their cables. NCH carry out PAT testing annually, the equipment/appliances were PAT tested by a competent electrician and where all in date at the time of inspection	<input checked="" type="checkbox"/>
Smoking within the community facility	Smoking within the community facility may cause fire if cigarettes are not properly extinguished or are disposed of in voids / rubbish chutes.	Smoking is not permitted within the community facility. No smoking signs are in place. Anyone found to be smoking in the community facility will be reported. At the time of inspection there was no evidence to show that people smoked in the community facility.	<input checked="" type="checkbox"/>
Cooking	Cooking in common areas is more likely to result in fire due to cooking facilities being left unattended.	Cooking is not permitted in community facility apart from inside the kitchen. The cooking appliances are PAT tested annually. There is an openable window inside the kitchen. Only an electric cooker with a timer facility is permitted in the kitchen. Heat detection is installed inside the kitchen.	<input checked="" type="checkbox"/>
Arson	Arson is more likely to cause serious fires than other causes of ignition as a deliberate attempt is made to set fire.	The building is secured to prevent unauthorised entry. The entrance was secure at the time of inspection.	<input checked="" type="checkbox"/>
Work Processes	Improvement or maintenance work may involve 'hot works', i.e. those using a naked flame, heated element or creating sparks.	It is NCH policy that hot work carried out on site is subject to a permit to work system.	<input checked="" type="checkbox"/>
<i>If the existing control measure is not sufficient or is not complied with (not marked OK), record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section and decide what measures are necessary to</i>			



Non- corridor Independent Living Scheme Fire Risk Assessment

FIRE HAZARDS			
Sources of Ignition	Hazard Description	Controls	OK
<i>reduce or eliminate the fire risk</i>			

FIRE HAZARDS			
Sources of fuel	Hazard Description	Controls	OK
Flammable liquids (solvents / oils etc.).	Flammable liquids dramatically increase the fire load in a fire situation and allow fire to spread rapidly.	There are none within the community facility; the caretaker stores all cleaning materials inside a locked room/cupboard which is not accessible by the users of the facility.	<input checked="" type="checkbox"/>
Liquefied Petroleum Gases	LPG is especially dangerous as it turns into a gas at atmospheric pressure, which is heavier than air and therefore can create flammable atmospheres in ducts and drains.	No LPG was identified in the community facility at the time of inspection	<input checked="" type="checkbox"/>
Upholstered furnishings	Upholstered furniture within the community facility should comply with the Furniture and Furnishing (Fire Safety) Regulations 1988 as amended.	NCH ensure that all upholstered furniture within the common areas of the building complies with the Furniture and Furnishing (Fire Safety) Regulations 1988 as amended. At the time of inspection, the upholstered furniture in the facility were compliant with regulation.	<input checked="" type="checkbox"/>
Combustible items in the escape route	Combustible items stored in escape routes may help intensify the spread of a fire in the event, especially where electrical items are plugged into common supplies, and increase the risk of fire spread. If stored in escape corridors, they can cause obstruction and contribute to smoke spread.	It is NCH's policy that the communal area must be kept sterile and a process lays down the procedures for dealing with residents that are not compliant. At the time of inspection there was no item in the community facility that was not allowed by the communal area policy.	<input checked="" type="checkbox"/>
Plastics/Foam/ polystyrene	These are highly flammable materials that should not be sited within the communal areas especially in the means of escape.	No Plastics/Foam/ polystyrene was identified in the common areas at the time of inspection	<input checked="" type="checkbox"/>



FIRE HAZARDS			
Sources of fuel	Hazard Description	Controls	OK
External fire spread	The materials used to insulate or clad the external walls have the potential to become a source of fuel and fire spread if they are combustible.	NCH ensure that the materials used to clad the external wall are fire resistant. The external wall is brick built and clad with cement render on the outer walls; hence it is non-combustible.	<input checked="" type="checkbox"/>
Internal lining	The choice of materials for walls and ceiling can significantly affect the spread of a fire and affect the rate of its growth.	There were no materials on the internal lining that could significantly affect the spread of a fire and affect the rate of its growth.	<input checked="" type="checkbox"/>
<p><i>If the existing control measure is not sufficient or is not complied with (not marked OK), record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section and decide what measures are necessary to reduce or eliminate the fire risk</i></p>			

FIRE HAZARDS			
Fire compartments	Hazard Description	Controls	OK
Work processes causing openings/holes in the ceiling or walls	Openings/holes in the ceiling or walls in a compartment such as service cupboard or the laundry room can compromise the integrity of the compartment.	Contractors/work people; both internal and external have been informed to fill any hole created as a result of the works carried out with adequate Fire Stopping. At the time of inspection, there was no hole that breached the compartmentation of the community facility.	<input checked="" type="checkbox"/>
<p><i>If the existing control measure is not sufficient or is not complied with (not marked OK), record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section and decide what measures are necessary to reduce or eliminate the fire risk</i></p>			

IDENTIFYING PEOPLE AT RISK
<p>Sensory Risk (Residents with visual and /or hearing impairment(s) restricting their ability to hear an alarm or other warning signal)</p> <p>Mobility Risk (Residents with physical impairment(s) restricting their ability to self-evacuate)</p> <p>Familiarity Risk (New residents, staff or contractors who may be new to the premises and not familiar to its layout)</p> <p>Vulnerable Residents</p>



Non- corridor Independent Living Scheme Fire Risk Assessment

IDENTIFYING PEOPLE AT RISK

(alcohol abuse, cooking irresponsibly, smoking, inappropriate use of electrical equipment, no support agencies, etc.)

NCH holds information about any known person who is disabled or vulnerable. The information is updated regularly to ensure it is current. In the event of an emergency, these details are shared with the emergency services so that disabled or vulnerable residents can be prioritised.

NCH has procedures for the protection of residents vulnerable to fire. The procedure aims to identify residents who are at significant risk of harm from fire in their homes or in the community facility and provides for appropriate support to reduce the risk to vulnerable residents and their neighbours.

It is NCH's policy that properties identified as having a vulnerable tenant are inspected regularly. Tenants that live in the Independent Living Schemes are grouped under a low risk, medium risk, high risk and independent category; the group that a tenant belongs to will depend on the level of visits they receive from the Independent Living Co-ordinators.

PREVIOUS FIRE IN THE LAST 12 MONTHS

Have there been any actual fire incidents in the community facility that were reported to NCH within the last 12 months?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
--	---------------------------------	---	---------------------------------

If there has been a known actual fire incident record the details below including the date, cause of the fire, damage caused if any and any other fire safety issues identified.

Date of fire: N/A

Cause of fire: N/A

Damage to the property: N/A

Any injuries or death (if so who)? N/A

MANAGEMENT & MAINTENANCE

A fire policy is available on the intranet for all staff to access. It confirms that a fire risk assessment will be completed and kept under review for all premises with enclosed circulation areas to ensure adequate fire safety. The risk assessment will follow the 5 step to risk assessment as advocated by the Health & Safety Executive. Significant findings will be recorded as will any identified deficiencies. These will be prioritised and rectified accordingly.

Although having overall responsibility for fire safety matters, Nottingham City Homes has appointed the Risk Management Advisor to:

- carry out fire risk assessments and keep them under review.
- advise on protective and preventative fire safety measures
- inform the responsible person what these measures are
- ensure implementation and appropriate communication of fire safety measures to



Non- corridor Independent Living Scheme Fire Risk Assessment

MANAGEMENT & MAINTENANCE	
<p>staff through on-going training</p> <ul style="list-style-type: none"> ensure co-ordination between employees and partner agencies in order to reduce fire risk. <p>A Fire Safety Group has been set up which meets regularly to discuss issues which can then be taken to the executive board if necessary. The Head of Risk Management will be responsible for monitoring the effectiveness of the fire risk assessment process and its implementation.</p>	
Are regular checks of fire resisting doors, walls and partitions carried out?	
Weekly visual checks are carried out by the Independent Living Co-ordinator. All deficiencies are reported through to repairs.	Yes
Is the correct Fire Action Notice visible throughout the building and in exit routes?	
They are displayed on the exit route on every floor.	Yes
Are regular checks of escape routes and exit doors carried out?	
Weekly visual checks are carried out by the Independent Living Co-ordinator. All deficiencies are reported through to repairs or to the Risk Management Team.	Yes
Is there a maintenance regime for the fire warning system?	
Weekly: Weekly testing is carried out by the Independent Living Co-ordinator and this is recorded in the log book stored in the community facility and also recorded electronically.	N/A
6 monthly: A 50% check is undertaken on each visit by an external contractor.	N/A
Is there a maintenance regime for the emergency lighting system?	
Weekly: Visual checks are carried out by the Independent Living Co-ordinator and deficiencies are reported to repairs	N/A
Monthly: Monthly test are carried out by a competent staff and deficiencies are reported to repairs. Stored in the log book in the reception area.	Yes
Annually: A full test and drain is carried out by a qualified staff.	Yes
Is there maintenance of the fire extinguishers?	
Weekly: A visual check is carried out by the Independent Living Co-ordinator and any deficiencies are reported to repairs.	N/A
Annually: A full test and maintenance inspection is carried out by a competent contractor.	N/A
Is there maintenance of the dry risers?	
Weekly: A visual check is carried out by the caretaker and any deficiencies are reported to repairs.	N/A
Is there maintenance of the automatic vents?	
Weekly: A visual operational check is carried out by the caretaker as part of the fire alarm week test and any deficiencies are reported to repairs.	N/A
6 monthly: A full test and maintenance inspection is carried out by a competent contractor.	N/A



Non- corridor Independent Living Scheme Fire Risk Assessment

MANAGEMENT & MAINTENANCE	
Is there maintenance of the sprinklers?	
Annually: A full test and maintenance inspection is carried out by a competent contractor.	Yes
Are records kept and their location identified?	
All records are kept either on site in a fire log book or stored electronically. The log book is in a locked document box next to the fire panel in the reception area.	Yes
<i>If you have answered NO to any of the above questions, decide what control measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section</i>	

MAJOR WORKS WITHIN THE LAST 12 MONTHS		
This includes 'Grander Designs', lifts, service alterations, painting, extensions, external wall insulation, roofing, lighting, equipment installation & any other major works not mentioned		
Were there any major works carried out on the building within the last 12 months?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, state what works was carried out the fire safety precautions that were considered and adhered to.		
Works	Fire safety precautions adhered to	
None	N/A	

PLANNED WORKS TO BE CARRIED OUT IN THE NEXT 12 MONTHS		
This includes 'Grander Designs', lifts, service alterations, painting, extensions, external wall insulation, roofing, lighting, equipment installation & any other major works not mentioned		
Are there any planned works scheduled to be carried out on the building in the next 12 months?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, state what works will be carried out, proposed date it will commence, proposed date it will finish and the fire safety precautions that will be considered and adhered to		
Works	Fire safety precautions adhered to	
None	N/A	

SERVICE RECORDS DATE OF NEXT SERVICE					
Fire alarm system (6 monthly)	N/A	Emergency lighting (Annually)	02/12/20	Electrical Installation Condition Report (5Yearly)	TBC
Refuse sprinkler system (6 monthly)	N/A	Fire extinguishers (Annually)	N/A	Automatic Vents (Annually)	N/A
Lightning conductors (Annually)	N/A	Dry riser (6 monthly)	N/A	PAT test (Annually)	07/2020
Internal Sprinkler	N/A	Gas safety	N/A	Communal	N/A



Non- corridor Independent Living Scheme Fire Risk Assessment

SERVICE RECORDS DATE OF NEXT SERVICE				
(Annually)		check (Annually)		Boiler

RESIDENTS MEANS OF ACCESS & ESCAPE			
Is the means of escape adequate for the layout of the building?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are escape routes free from obstruction?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are the fire exit doors easily opened without the use of a key?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is emergency lighting installed in the escape routes where required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the fire exit door(s) lead to ultimate safety?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

If you have answered NO to any of the questions decide what measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section

ACCESS FOR THE FIRE SERVICE			
Is a Fireman's Switch installed in the entrance to the building & operational?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Is there a marked access for emergency vehicles?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>

If you have answered NO to any of the questions decide what measures are necessary to reduce or eliminate the fire risk and record the details in the Action Plan and if the issue is significant, also record it in the 'significant findings' section

METHOD FOR CALLING THE FIRE SERVICE
In the event of a fire incident, residents or occupants will dial 999.

TRAINING
NCH require that all staff complete a Fire Awareness Course every two years. The caretakers, Independent Living Co-ordinators and the Housing Patch Managers have completed the 'Identifying Fire hazards' training. Training records are retained by the Learning and Development team. The residents receive fire safety advice via newsletters and social media websites. Contractors receive an induction before any work can be carried out at the building.



Non- corridor Independent Living Scheme Fire Risk Assessment

	improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

RISK RATING

Based on the hazards identified and mitigating factors, it is considered that the current risk to life from fire at these premises is:

Trivial <input checked="" type="checkbox"/>	Tolerable <input type="checkbox"/>	Moderate <input type="checkbox"/>	Substantial <input type="checkbox"/>	Intolerable <input type="checkbox"/>
---	------------------------------------	-----------------------------------	--------------------------------------	--------------------------------------



Non- corridor Independent Living Scheme Fire Risk Assessment

SIGNIFICANT FINDINGS

The significant findings of the risk assessment are reproduced here so that quick reference can be made and an action plan drawn up. These findings are shared with Nottinghamshire Fire & Rescue Service through the NCH Fire Safety Group.

No	FINDING	RISK
-----------	----------------	-------------



Non- corridor Independent Living Scheme Fire Risk Assessment

OBSERVATIONS

Observations may be made by the fire risk assessor – these are neither significant findings (fire risks) nor deficiencies (items needing repair or rectification).

None.